



# OPERATIONS MEMO

## Update from the California Student Aid Commission

STATE OF  
CALIFORNIA



October 9, 2015

GOM 2015-35

TO: High School Counselors

FROM: Catalina G. Mistler   
Chief, Program Administration & Services Division

SUBJECT: **Assembly Bill 2160 – Cal Grant Opt-Out Form**

This Operations Memo from the California Student Aid Commission (Commission) reminds public high schools and charter schools of the requirement to provide an opportunity for 12 grade pupils to opt out of the now mandatory electronic Grade Point Average (GPA) submission to the Commission.

- Assembly Bill (AB) 2160 was signed into law in September of 2014, amending Section 69432.9 of the Education Code. Under current law, school districts and charter schools must:
  - Notify their 12 grade students (seniors) and their parents or guardians (for students under 18 years of age), that they will be deemed Cal Grant applicants and that their GPA will be submitted to the Commission unless they choose to opt-out.
  - Do so in writing and no later than October 15. The required notice shall indicate when the school will first send grade point averages to the Commission.
  - Provide an opportunity for their students to opt-out of being automatically deemed a Cal Grant applicant.
- The Commission offers a Cal Grant [GPA Opt-Out Form](#) in both English and Spanish that schools may use or adapt in order to comply with the opt-out notification process. This form is available at [www.csac.ca.gov](http://www.csac.ca.gov), by selecting the "High Schools" tab and the "GPA Submission" link.
- Use the WebGrants System to electronically submit GPAs. To gain access to WebGrants, schools and districts should submit a WebGrants System Access Request Form. This form is available at [www.csac.ca.gov](http://www.csac.ca.gov), hover over the "High School" tab, and select [District Access – WebGrants](#) link.
- All secondary schools and local educational agencies with WebGrants access are required to sign and return the [FAFSA / DREAM Act Completion Program Agreement](#) to the Commission.

The Commission currently offers [mini-training modules](#), online materials and publications, as well as individual assistance by phone and e-mail.

### Need to contact us?

- Institutional Support phone number: (888) 294-0153
- E-mail: [schoolsupport@csac.ca.gov](mailto:schoolsupport@csac.ca.gov)

***Working together to effectively promote education beyond high school!***